

Department of Planning & Zoning

HOWARD COUNTY MARYLAND GOVERNMENT
3430 Court House Drive, Ellicott City, Maryland 21043 410-313-2350

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Site Development Plan Signature Blocks, Standard Charts, etc

1. The following Address and Permit Information Charts shall include all lots/parcels indicated on the plan and shall be added to the first plan sheet above the title blocks.

ADDRESS CHART	
LOT/PARCEL #	STREET ADDRESS

PERMIT INFORMATION CHART					
Subdivision Name			Section/Area		Lot/Parcel No.
Plat # or L/F	Grid #	Zoning	Tax Map No.	Elect District	Census Tract
Water Code			Sewer Code		

2. The Site Analysis Data Chart is to be placed on sheet #1 and include the following:
 - a. Total Project Area (acres and square feet)
 - b. Area of Plan Submission (if different than total project area)
 - c. Limit of Disturbed Area
 - d. Present Zoning District
 - e. Proposed uses for the site and structures
 - f. Floor space on each level of the building(s) per use (retail, office, warehouse, etc.)
 - g. Total number of units allowed for project as shown on the final plat (residential only)
 - h. Total number of units proposed on submission (residential only)
 - i. Maximum number of employees and tenants per use.
 - j. Number of parking spaces required per the Zoning Regulations or FDP criteria.
 - k. Number of parking spaces provided (include number of handicap spaces)
 - l. Open space on site (acres and % of gross area)
 - m. Area of recreational open space required by the Subdivision Regulations
 - n. Building coverage of site (acres and % of gross area)
 - o. Applicable DPZ file references
 - p. Any other information which may be relevant
 - q. Floor Area Ratio

3. Provide the following standard Howard County approval signature blocks in the lower left corner of all plan sheets for signature of the Departments of Health, if required, and Planning and Zoning. The following standard Planning Board Approval block shall be provided on each plan sheet directly adjacent to the signature blocks, if applicable.

APPROVED: DEPARTMENT OF PLANNING AND ZONING	

Chief, Development Engineering Division	Date

Chief, Division of Land Development	Date

Director	Date

APPROVED: FOR PUBLIC OR PRIVATE [pick only one] WATER AND PUBLIC OR PRIVATE [pick only one] SEWERAGE SYSTEMS	

County Health Officer Howard County Health Department	Date

APPROVED PLANNING BOARD OF HOWARD COUNTY	
DATE	_____ _____

[Note: Health Department signature block required for all plans with private water and sewage systems and the following plans with public water and sewer: Mobile Home Parks, Public (commercial) Swimming Pools and Spas, including Bathhouses, Food Service Facilities (restaurants, taverns, markets), Food Processing/ Warehousing Facilities (bottlers, canneries, etc.), Gasoline Service Stations with carwash, Animal Shelters or Kennels and all Private Schools].

4. The following Soil Conservation Service signature blocks and certifications shall be provided on all sediment and erosion control sheets.

This development plan is approved for soil erosion and sediment control by the HOWARD SOIL CONSERVATION DISTRICT	

Howard SCD	Date

ENGINEER'S CERTIFICATE	
<p>"I certify that this plan for sediment and erosion control represents a practical and workable plan based on my personal knowledge of the site conditions and that it was prepared in accordance with the requirements of the Howard Soil Conservation District."</p>	
<p>_____</p>	<p>_____</p>
Signature of Engineer (print name below signature)	Date
=====	
DEVELOPER'S CERTIFICATE	
<p>"I/We certify that all development and construction will be done according to this plan for sediment and erosion control, and that all responsible personnel involved in the construction project will have a Certificate of Attendance at a Department of the Environment Approved Training Program for the Control of Sediment and Erosion before beginning the project. I also authorize periodic on-site inspection by the Howard Soil Conservation District."</p>	
<p>_____</p>	<p>_____</p>
Signature of Developer (print name below signature)	Date

5. The following signature block for the DPZ Green Neighborhood compliance shall accompany the standard Howard County signature blocks in the lower left corner of the Green Development Plan Sheet(s).

<p>APPROVED</p> <p>Howard County Department of Planning and Zoning</p> <p>Green Neighborhood Plan for Sites</p>	
<p>_____</p>	<p>_____</p>
Chief, Resource Conservation Division	Date

Provide a LEED Accredited Professional signature block on the lower right corner of the Green Neighborhood Plan Sheet (s).

<p>LEED ACCREDITED PROFESSIONAL CERTIFICATE</p> <p>Green Neighborhood Plan for Sites</p>		
<p>I hereby certify that this plan represents a practical and workable plan for achieving the targeted credits and point total shown on the Green Neighborhood for Sites Compliance Checklist.</p>		
<p>_____</p>	<p>_____</p>	<p>_____</p>
Signature of (insert printed name)	LEED Accredited No.	Date

STANDARD SITE DEVELOPMENT PLAN SHEET

	<div>1/2" Border</div>							
<div>1/2" Border</div>		<div>NORTH ORIENTED TO TOP OF PLAN</div> <div>ALL SITE DEVELOPMENT PLAN SHEETS MUST BE 24" X 36" IN SIZE</div>	<div>LEGEND</div>	<div>VICINITY MAP (sheet 1 only)</div>	<div>1/2" Border</div>			
			<div>GENERAL NOTES</div> <div>1. _____</div> <div>2. _____</div> <div>3. _____</div> <div>4. _____</div> <div>5. _____</div> <div>SITE ANALYSIS DATA CHART (Sheet 1 only)</div>					
			<div>STANDARD COUNTY SIGNATURE BLOCKS</div>			<div>ENGINEER/SURVEYOR NAME AND ADDRESS TELEPHONE NUMBER (All Sheets)</div>	<div>OWNER/DEVELOPER NAME AND ADDRESS TELEPHONE NUMBER (All sheets)</div>	<div>ADDRESS AND PERMIT INFORMATION CHARTS (Sheet 1 only)</div>
			<div>SEAL</div>			<div>TITLE BLOCK (All sheets) Sheet ____ of ____</div>		
<div>1/2" Border</div>								